

GLENBARD WASTEWATER AUTHORITY

Executive Oversight Committee

Monday, February 7, 2011

8:00 A.M.

**Meeting will be held at the Glenbard Wastewater Authority
21 W 551 Bemis Road, Glen Ellyn, IL**

1. Call to Order
2. Roll Call
3. Public Comment
4. Consent Agenda

4.1 Minutes from the December 9, 2010 EOC Meeting

4.2 Vouchers previously reviewed by Trustee Hartweg

4.3 Com-Ed CLR Program

For the past four years, GWA has participated in one of Commonwealth Edison's Capacity Based Load Response Program. To date, we have not been required by Com-Ed to go off power for the purpose of this program. However, in 2010 we did have to load shed as a result of a testing requirement by Com-Ed. For participation during the 2010 calendar year, GWA received a check in the amount of \$101,724. Participation is pending signature of the attached contract for calendar year 2011 for the amount of \$58,673.

Motion EOC approve the Customer Election with Com-Ed for participation within the Capacity Based Load Response Program.

4.4 Surplus Equipment

GWA is requesting approval of the EOC to surplus the following equipment that has been removed from service due to the recent Substantial Completion of the St. Charles Road Lift Station project.

- Four sewage pumps each rated at 2400 gallons per minute, including miscellaneous electrical starter components for pumps.
- One back-up diesel electric generator, fiberglass enclosure, electrical transfer switchgear having an average fuel consumption of 13.9 gallons per hour at full load, including miscellaneous components.
- One 500 gallon concrete reinforced double-wall fuel storage tank.

Motion the EOC classify this equipment as Surplus Equipment, at which time GWA will investigate the resale of these items, or proper disposal as surplus scrap to the financial benefit of the Authority as is necessary or possible.

4.5 St. Charles Road Lift Station Change Order #2 – Update

Change Order number two (2) includes eight modifications to the construction contract with the most expensive addition being additional excavation of the wet well in the amount of \$11,134. With offsetting costs resulting due to Substantial completion of the project being awarded on January 17, 2011 the total Change Order value is an additional \$2,035. Previously Change Order number one (1) adjusted the project cost by \$599. As it stands today the total Change Order values on the \$2,477,000 construction project are \$2,634, thus modifying the current contract price to \$2,479,634. There are still a few items to be addressed by a final Change Order.

No Motion Necessary

5. Biosolids Operations and Maintenance Manual (O&M) Project

As part of the next step in updating the GWA we have budgeted for operation and maintenance manual updates over the next few years. Beginning in FY11 we are planning on creating documents that will update the original 1980 manuals that describe how GWA is operated and maintained. These manuals currently are outdated due to the large amount of capital improvements that have been done since inception. The specific manual we are requesting your approval to proceed with is the "Biosolids" O&M manual. This particular part of our process has been part of an identified IEPA project since the mid 1990's with reference to the recently "operational" Anaerobic Digester Project. The upgrades that have been implemented over the past 10 years have dramatically changed the processes. With the approval of the EOC the Biosolids O&M manuals will bring this process description manual current enabling future GWA team member's proper referencing materials. Strand Associates Inc. has proposed to do this work for GWA as outlined in the attached memo along with supporting documentation from Strand.

Motion the EOC approve the Task Order 11-01 for the preparation of an O&M manual for Biosolids processes in the amount of \$94,200 to Strand Associates Inc. of Madison Wisconsin, invoiced to Capital Account 40-580475.

6. Raw Flow Magnetic Flow Meter Replacement

Glenbard currently employs magnetic flow meters to monitor and control various wastewater process flows throughout its facilities. The majority of these flow meters were installed during the regionalization in the late seventies. As such, these meters are beyond their serviceable life, failing, and are no-longer supported by the Original Equipment Manufacturer (OEM).

Over the past several years we have replaced (as they have failed abruptly) the magnetic flow meters utilized for CRAS WAS, Thickener Clarifier Freshening, Final Clarifier WAS, and Lombard CSO Raw, due to the fact that we can no longer acquire repair parts or have factory repairs made.

Motion the EOC approve the purchase of an ABB: Process Master FEP321 Electromagnetic Flow Meter from RKA Applied Solutions of Wheaton, IL in the amount of \$19,000 (including estimated shipping expenses) invoiced to Capital Account 40-580140 Infrastructure Improvement.

7. St. Charles Road Lift Station IFT (Update)

The Capital budget for FY11 indicated funding for the St. Charles Road Lift Station project was allocated from Capital fund 40 to fund 44 in the amount of \$2,000,000. An actual cost of \$441,000 was previously spent on the St. Charles Road Lift Station project in FY10 the total project cost at the time of the transfer was \$2,441,000. This leaves an approximate \$500,000 short for allocation to the St. Charles Lift Station project.

Discussions may lead to a motion, but as of the writing of this memo this was to be an update.

8. Executive Session – Executive Session to discuss information regarding the appointment, employment, compensation, discipline, performance or dismissal of a specific employee or employees of GWA (To be provided under separate cover)
9. Adjourn Executive Session
10. Motion to reconsider Lombard being considered as the Operating Agency to the Full Board and alternatively allow both communities to bid for the ability to be the Operating Agency.
11. Proposed change to the recommended EOC IGA, Section IV – Legal Counsel Section
12. Proposed change to the recommended EOC IGA, C (10) EOC Bonding Authority.
13. Proposed change to the recommended EOC IGA SRI Lift Station.
14. Discussion on fully funding the capital replacement fund.
15. Other Business
 - 15.1 Bulk Hauling Notice to Bemis Road Neighbors. **No Action**
 - 15.2 Schedule Managers meeting to review FY12 draft budget.
16. **Next EOC Meeting** – The next regularly scheduled EOC Meeting will be on **Thursday, March 10, 2011 at 8:00 a.m. at the Glenbard Plant. Reminder:** Special GWA Full Board meeting scheduled for Monday, February 21, 2011 at 6:30 p.m. in the Community Room at the Lombard Village Hall, 255 E. Wilson Ave., Lombard, IL 60148.